

**48.810 Strategic plan -- Progress report -- Methodology -- Training course -- Electronic database.**

Each program cabinet, the Department for Local Government, the Department of Military Affairs, and the Commonwealth Office of Technology shall develop and submit a four (4) year strategic plan to meet the broad goals outlined by the Governor, and shall submit an electronic copy of the full plan and an electronic copy of a brief summary of that plan to the state budget director, the secretary of the Executive Cabinet, and the Legislative Research Commission with each biennial budget request.

- (1) Each strategic plan shall include, but not be limited to:
  - (a) A statement of the cabinet or administrative entity's value, vision, and mission;
  - (b) A statement of how the cabinet or administrative entity's strategic plan is aligned with the Governor's goals and linked to the budget request and the six (6) year capital plan of the cabinet or administrative entity;
  - (c) A brief summary of a situation analysis conducted by the program cabinet or administrative entity;
  - (d) Identification of measurable goals for the next four (4) years;
  - (e) Specification of objectives to meet the stated goals;
  - (f) Identification of performance indicators to be used to measure progress toward meeting goals and objectives; and
  - (g) A progress report providing data and information on the performance indicators set forth in the program cabinet or administrative entity's most recent strategic plan.
- (2) On or before September 1 of each even-numbered fiscal year, program cabinets and administrative entities which have submitted strategic plans in the previous fiscal year shall submit a progress report to the office of the state budget director, or its designee, which provides data and information regarding the progress the program cabinet or entity has made toward meeting its goals as measured by performance indicators set forth in the cabinet's or entity's most recent strategic plan.
- (3) The state budget director shall designate an entity to develop and implement a methodology for strategic planning and progress reporting for use by program cabinets and administrative entities submitting strategic plans and progress reports pursuant to this section. The entity designated by the state budget director shall develop and make available a training course in strategic planning that is appropriate for and targeted to state government managers, and shall make that training course available to state managers and their designees who have responsibility for the completion of a strategic plan as required by this section.
- (4) The Commonwealth Office of Technology shall maintain uniform electronic strategic plan and progress report submission forms and a procedure that allows all plans and progress reports to be entered into an electronic database that is searchable by interested parties. The database shall be developed and maintained in a form that complies with all provisions of KRS 48.950, 48.955, and 48.960. The

Commonwealth Office of Technology shall develop and maintain a program to provide public access to submitted plans and progress reports.

**Effective:** June 20, 2005

**History:** Amended 2005 Ky. Acts ch. 85, sec. 78, effective June 20, 2005. -- Created 2002 Ky. Acts ch. 144, sec. 1, effective July 15, 2002.